

**Traffic Records Oversight Committee
20 July 2005 Meeting Minutes**

Attending:

Marlene Boisvert	WSP	Brain Limotti	WSDOT
Glenn Cramer	WSP	Chris Madill	WTSC
Don Fernandes	DOH	Mike Martin	DOL
Kendra Hensley	DOL	Natalie Mattson	Integral
Roger Horton	WSDOT		Leadership, Inc
Laurie Jenkins	DOH	Tim Quenzer	WASPC
Al King	CRAB	Lowell Porter	WTSC
David Kinnunen	OSPI	Sheri Sawyer	AWC
Dave Koch	DIS	Phil Salzberg	WTSC
Jim Lamunyon	WASPC		

Oversight Committee Welcome – Lowell Porter

Lowell encouraged the group to become actively involved to ensure the most effective use of resources. Lowell stated that the Traffic Records and Oversight Committees are the staging areas for the coordination and implementation of projects across multiple agencies to carry out common strategies and accomplish mutual goals. Investing the necessary time and resources in the traffic records process will yield great benefits in improving the way we collect, disseminate, access, and analyze data.

Having members on the Traffic Records Committee (TRC) represent different groups at different levels of government has been extremely valuable. The priorities and clarification offered by those from varying areas of expertise has been paramount in the development of goals and objectives representing the future direction every participating agency can adopt.

Roles and Expectations:

- Cross section of agencies
- Ensure outcome = good decisions
- Broaden Communication and awareness
- Political issues
- Comprehensive oversight

Advisors to WTSC: Purpose of Oversight Committee:

- Comprised of multiple agencies involved in traffic records initiation, storage, transmission, and dissemination.
- A forum for coordinating and integrating Washington's traffic records systems.
- Ensures Washington's traffic records system is timely and of the highest quality.
- A vehicle for staying current with national highway safety programs & priorities
- Promote communication

- Establish collaboration of agency executives
- Enhance intra agency cooperation and activity
- Align and accomplish mutual goals

Traffic Records Components:

1. Vehicle information
2. Citation and adjudication
3. Fatality reporting
4. Collision data
5. Drivers' licenses
6. Injury Data
7. Motor Carrier Information

Overview of Washington Traffic Records – Chris Madill

Background

The Traffic Records Committee is a Federal Initiative to help states improve the way they collect, distribute, use, access, and analyze traffic-related data. Originally, it was born out of the TEA-21 section 411 giving money to states to improve their traffic records systems. Congress is working to pass a new transportation reauthorization bill that significantly increases the level of funding for improving traffic records systems.

SAFTEA 408 Grant Criteria:

We must first demonstrate that we have:

1. Established a traffic records committee - *Established*
2. Completed a traffic records assessment within the last five years (Nov. 2003) – *Completed*
3. Developed a multi-year traffic records strategic plan addressing system deficiencies and future goals - *In progress*

TRC Mission: The Washington Traffic Records Committee enhances transportation safety through coordinated projects to provide more timely, accurate, uniform and accessible statewide traffic data.

The following are active members in TRC projects are involved:

- Washington State Patrol
- Administrative Office of the Courts
- Association of Washington Cities
- County Road Administration Board
- Department of Health
- Department of Transportation
- Federal Highway Administration
- Federal Motor Carrier Safety Administration
- Office of Superintendent of Public Instruction
- Seattle Police Department
- Washington Association of Sheriffs and Police Chiefs
- Washington Traffic Safety Commission

- Justice Information Network
- Department of Licensing
- National Highway Traffic Safety Administration
- Pierce County Sheriff & Tacoma Police

Purpose: Improve the timeliness, accuracy, completeness, uniformity, and accessibility of the state's traffic records data.

- ◆ SAFETEA Section 408 Grants (Legislation pending) administered through NHTSA
 - Funding levels not yet determined.
 - Estimates based on current proposals
 - 34.5 million to all states each year for 4 years

SAFETEA Section 408 Grant Criteria:

- ◆ We must first demonstrate that we have:
 - established a traffic records committee (**completed**)
 - completed a traffic records assessment within the last five years (Nov. 2003) (**completed**)
 - developed a multi-year traffic records strategic plan addressing system deficiencies and future goals (**in progress**)

NHTSA Assessment Requirements

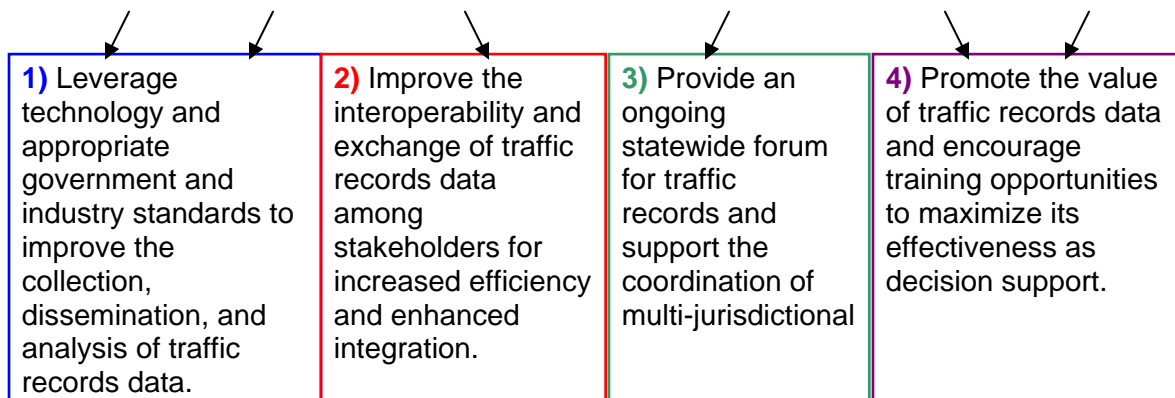
- ◆ Implement an electronic data collection and reporting system.
- ◆ Improve the structure and activities of the Washington Traffic Records Committee.
- ◆ Develop a statewide Emergency Medical Services (EMS) data system.
- ◆ Implement a statewide GPS and GIS system for improved roadway and event location.

Traffic Records Agenda – Statewide:

National Agenda and the statewide agenda are closely tied and aligned with Federal Government goals to ensure compliance and unity.

The following captures the **National Agenda**:

Standards - Technology – Integration – Coordination – Appreciation – Training



Project Portfolio- Linking Washington's objectives to real-world projects:
the statewide objectives and projects (below) are directly correlated with Washington's Objectives(above)

Objective #1: Replace paper-based data collection processes with automated electronic systems

- ◆ Corresponding TRC Strategic Plan Project:
 - **eTRIP**

Objective #2: Reduce paper exchanges among traffic records systems and stakeholders

- ◆ Corresponding TRC Strategic Plan Project:
 - Web-based Citizen Collision Reporting (Future)
 - E County location Coding (Completed)
 - **eTRIP**

Objective #3: Develop a statewide Emergency Medical Services (EMS) Registry

- ◆ Corresponding TRC Strategic Plan Project:
 - **WEIMIS**

Objective #4: Create a more accurate statewide system for roadway features and event location

- ◆ Corresponding TRC Strategic Plan Project:
 - WA- TRANS

Objective #5: Improve the timeliness, utility, and accessibility of statewide collision data

- ◆ Corresponding TRC Strategic Plan Project:
 - Collision Image access (Funded)
 - Mobility Collision Module (Funded)
 - Collision Data Improvement (Funded)

Objective #6: Design a new Police Traffic Collision Report (PTCR) and citizen report (VCR)

- ◆ Corresponding TRC Strategic Plan Project:
 - PTCR Revision (**Funded**)

Objective #7: Enhance the structure and activities of the Traffic Records and Oversight Committees

- ◆ Corresponding TRC Strategic Plan Project:
 - TRC Website (**Funded**)

eTRIP – Brian Limotti

What is it? A series of projects to improve state traffic records

Objective: Replace paper-based data collection processes with automated electronic systems and respond to the following:

- ◆ Redundant data entry
 - Multiple times
 - Multiple agencies
- ◆ Volume
 - 1,000,000 + tickets
 - 140,000 collision reports

eTRIP Project Partners:

LEA – WTSC – WSP – JIN – WSDOT – DOL – AOC

Funding for eTRIP

1. AOC
2. WTSC grant funds
3. Seeking other federal grants

Benefits:

- ◆ Quicker, easier, & safer for officers
- ◆ Bar codes on licenses & registrations
- ◆ Sharing common data among multiple forms
- ◆ Greater accuracy
- ◆ Improves timeliness
- ◆ Reduces processing costs
 - Filing, storage & retrieval
- ◆ Better accountability and security
- ◆ Better access to activity data for analysis and decision making

Implementation Plan:

- ◆ Develop Statewide Electronic Collision & Ticket Online Reporting (SECTOR)
 - Electronic tickets
 - Collision reports
- ◆ Deploy SECTOR to initial group of WSP & local officers
- ◆ Make SECTOR available statewide
- ◆ AOC, WSP, DOL, & WSDOT internal modifications
- ◆ Build exchange network (JINDEX)

AOC hired IDMS to create software – this work is on-going and they expect to have prototype for field testing in September 2005.

1. Software
 - a. electronic tickets
 - b. collision reports
2. Data exchange network
3. Prepare state systems
4. Signature legislation as agency request for 2006 session

The committee discussed the value and timing of a cost benefit summary from different agencies as we work to keep the momentum of the project moving.

In the meeting Chris distributed a packet which included eTRIP costs and timelines. The chart captured overall costs by federal fiscal year:

FY 2005 \$2,135,000 (**expended or allocated**)

FY 2006 1,610,000 (funding allocated for needs but not yet programmed)

FY 2007 1.9 million (required for targeted progress)

FY 2009 540,000 (required for targeted progress)

Total funds 6 ½ million dollars

Chris reminded the committee that many of these projects were not specifically developed for purposes of eTRIP but provide a foundation upon which eTRIP can be made successful. These projects were coordinated by bringing stakeholders together to line up timelines and leverage resources in a way that could be mutually beneficial to the participating agencies. Any contingencies from one project to the next, or one agency to the next, was well vetted and discussed with stakeholders to ensure a seamless link among dependent projects.

eETRIIP website: www.wsp.wa.gov/etrip/etrip.htm

On the website you will learn more about:

- ◆ Project participants
- ◆ Contract information
- ◆ Standards
- ◆ Project status
- ◆ Prototype screen – coming soon

Washington Traffic Records and JIN – Chris Madill

JIN Objectives:

1. Maximize data and technology standards
2. Reduce redundant data collection and entry
3. Reduce paper exchanges



Mutual Objectives of JIN and TRC

TRC Objectives:

1. Replace paper-based data collection with automated, electronic systems.
2. Reduce paper exchanges among records systems & stakeholders.

Timeline:

- ◆ Data exchange network (JINDEX)
 - 3rd Quarter 2005
- ◆ SECTOR software
 - First demo August 1/05

- Begin installation 10/24/05
- Initial implementation through 01/06
- ♦ Courts ready to accept data
 - Late September 2005

COSTS: to LEA's

- ♦ TDCS software: Free licenses
- ♦ Hardware procurement:
 - Laptops, PDA, Tablets
 - Scanners
 - Printers
- ♦ Exchange network: Connection to SGN/IGN

Chris reported to the Oversight Committee the current process of traffic data collection, storage, and use is characterized by components that are disconnected, agency specific, and lacking any kind of functional integration. The system is paper dependent with severe data entry redundancies at multiple agencies. Within this system access is limited, even restricted, which diminishes the utility of the data while at times resulting in inadequate analysis. This format promotes an environment in which multiple redundancies in collection, data entry, and analysis are all too common.

What does this mean for our state? Chris reported that by adhering to the mission and achieving the goals and objectives the Traffic Records Committee has set forth, the future of Washington's traffic records system looks very different. This is a system where **technology works to our advantage** to produce data that is timely, accurate, fully integrated, and easily accessible to all who seek to utilize it. This is a system that **efficiently employs resources and maximizes the benefits** for those who capture, store, transmit, and analyze traffic data. The strategic plan lays out the steps that will produce this system of the future. With the help of Federal funding from SAFETEA-LU, Washington will have the capability to put together a system that produces more accurate and accessible data resulting in a decrease in the fatalities and injuries on our state's roadways. The projects comprising eTRIP is the vehicle to produce an integrated, seamless system allowing the electronic flow of data from its point of origin to end use and analysis.

Current Issues:

- ♦ **JINDEX services may not be available for SECTOR testing in October**
 - Disconnect between SOW & SECTOR team
 - Teams are now working to resolve
- ♦ **Ongoing leadership & collaboration**
 - Expectations for JIN Executive Director
- ♦ **Ongoing leadership & collaboration**
 - Expectations for JIN Executive Director

Issues and Action Items:

Funding Outlook for FY 2006:

Funding has been approved. WEMSYS and eTRIP have been moved up in funding priority.

TRC recommendation for Holdover 411 funds:

Sector software test (WSP, Thurston Co., Lacey) 75k

Web service architecture and specification design (DOL) 40k

Mobility CLAS module (CRAB) 25k

Motion made by Al King: Formally endorse the priorities as set by the Traffic Records Committee and adopt funding recommendation. **Second provided by Tim Quenzer.**

Motion carried.

Traffic Records Coordinator Position:

Lowell Porter asked the Oversight Committee to endorse the issue of adding an FTE to WTSC in support of the TRC,. Lowell recognized the excellent work done by Chris Madill and his interest in seeing Chris supported through the next few years of the TRC's progress. The committee enthusiastically agreed that Chris has done a fantastic job coordinating complex issues with multiple agencies, timelines, and priorities that continue to surround TRC projects and priorities for the state. Lowell stressed the need to gather support to approach the legislature for an FTE to make the Traffic Records Coordinator position a permanent position within the Traffic Safety Commission. Current federal funds will be used to support Chris' salary including the expected traffic records funds (SAFETEA-LU Section 408). The only request to the legislature will be for the addition of an FTE. Lowell will take responsibility for crafting a letter of support and gathering signatures to include with the FTE request for the supplemental budget process. Various Oversight Committee members voiced their support for the recommendation. Lowell concluded by stating that this is the most direct route to ensuring the success of eTRIP and other Traffic Records projects. A full-time coordinator will secure federal traffic records funds and ensure that the excellent oversight and coordination continues.

TRC website can be found at www.trafficrecords.wa.gov. Please visit the website for meeting minutes, agendas, and updates of the activities of the Traffic Records & Oversight Committees.

Meeting Adjourned